

eWIC – Direct Ship

Intro

This MOWINS on-demand training module...

Intro1

...is provided by the Missouri Department of Health and Senior Services, Bureau of WIC and Nutrition Services. It provides a basic overview of Direct Ship functionality in eWIC.

Issuing Benefits

Audio

This course contains audio. Please turn on your speakers.

Scenario

Our clinic has three (3) cans of returned Enfamil Infant formula. Since Baby Bear uses Enfamil Infant and needs more formula, we will issue two (2) cans using the direct ship, in stock function. We will also issue benefits for July while we are at it.

PF

We have already verified Baby Bear's food package and are ready to issue benefits.

<no script – failure hint> Click the **Issue Benefits** icon.

Issue

In the Issue Benefits screen we can select the **Direct Ship** checkbox to indicate the benefits we would like to Direct Ship. Select the **Direct Ship** checkbox for June and issue the benefits.

<No script – failure hint> Click the **June Direct Ship** checkbox.

<no script – failure hint> Click the **Issue Benefits to Selected Members** button.

Issue1

The **Direct Shipped Benefit Items** dialogue displays the set of benefits being direct shipped for June. Choose the In Stock radio button, since we already have the cans at the agency.

<No script – failure hint> Click the **In Stock** radio button.

<no script – failure hint> Click the **Finish** button.

Aggregated

In the Aggregated Issuance screen, we can see that formula is not listed for June benefits. This is because we direct shipped her formula for June, this screen will only show the information being sent to the eWIC card.

After issuing benefits we will take a look at the eWIC Shopping List.

<no script – failure hint> Click the **Send EBT Data** button.

Print List

<no script – failure hint> Click the **Print Shopping List** button.

<no script> Click **OK** or press the Enter key on the keyboard.

Shopping List

The eWIC Shopping List shows only the benefits issued to the eWIC card for July, since the June benefits were direct shipped.

<no script> Click when ready to continue.

Open Ben Hx

Next, let's take a look at Benefits History.

<no script> Click the **Benefits History** tab.

<Pause for node expansion>

Ben Hx

The Direct Ship benefits display with their own benefit number and as an individual benefit listing.

Ben Details

In the Benefit Details screen, we can see the benefit Status is Paid. This is because this benefit is for the current month. As the first date to use is reached, the system automatically inserts the Paid Date and changes the Status to Paid. If we were to look at July's benefits, the status would say Issued.

Do you think this means there are redemption records for this benefit? Let's take a look at this now.

<no script – failure hint> Click the **Benefit Management** menu.

<no script – failure hint> Select **View EBT Transaction History**.

Trans Hx

Let's check redemption activity for today. Use the drop-down calendar.

<no script – failure hint> Click the **Start Date drop-down** calendar.

<no script – failure hint> Select the **Today** button.

<no script – failure hint> Click the **Redemption Activity** radio button.

<no script – failure hint> Click the **Search** button.

Trans Hx1

There are no records. This is because the Paid Date is not the same as a Purchase Completion that appears in this screen.

A Purchase Completion is a purchase of the participant's benefits from a WIC vendor. Direct shipped benefits are not communicated to the WIC Processor because they are not available for purchase by a vendor.

<no script> Click the **Close** button.

PF1

<fade out>

Changing Direct Shipped Benefits

Scenario 2

In the scenario we will look at now, Yellow Rainbow and her mother, Purple Rainbow return to the clinic after talking with Yellow's doctor. Purple Rainbow would like to try a different formula, Neocate Infant.

Last week, Yellow Rainbow was issued three (3) cans of Nutramigen with Enflora LGG and nine (9) cans for the month of July. Yellow's June benefits were issued through direct ship from in stock.

PF2

<no script> Click the **Benefits History** tab.

Ben Hx2

<pause for node expansion>

When looking at the Benefits History tab, we can see Yellow had three (3) cans of Nutramigen with Enflora LGG direct shipped for the month of June and ten (10) cans for July. Since her benefits were direct shipped, we do not need to look at her redemption activity. So let's get to it.

<no script – failure hint> Click the **Benefit Management menu**.

<no script – failure hint> Select **Food Adjustment Wizard**.

<no script – failure hint> Click **OK** or press the Enter key on the keyboard.

Food Cat

<no script – failure hint> Click the **drop-down**.

<no script – failure hint> Select **FORMULA**.

<no script – failure hint> Click **OK** or press the Enter key on the keyboard.

Return

The Enter Return Quantity dialog has a max limit set based on the number of cans issued for the **current month**. For this month, mom is returning nine (9) cans since she has already opened one can. Let's enter that amount now.

<no script> Double-click inside the cell.

<No script> Type **9** and select the **OK** button or press the Enter key on the keyboard.

Select Formula

Select Neocate Infant formula as the replacement formula. You will need to use the scroll bar.

<no script> Click below the scroll bar.

<no script> Click below the scroll bar.

<no script – failure hint> Select **14.1 OZ (400 GMS) NEOCATE INFANT WITH DHA/ARA PWD**.

<no script – failure hint> Click **OK** or press the Enter key on the keyboard.

Special Rx

We will quickly complete the fields...

<pause for animation>

...and continue to the next step.

<no script – failure hint> Click **OK** or press the Enter key on the keyboard.

Replacement

In the Formula Replacement screen, notice there is a max of eight (8) cans to issue for the month of July. The maximum amount is set at eight (8) because the Returned in Reconstituted Ounces is equal to the Total Ounces Available.

Remember, the cells in the Cans to Issue column are editable. We could decrease the suggested amount if we needed to, we cannot increase the amount though.

Since the July benefits were direct shipped, the Direct Ship checkbox is selected at default. For this scenario, we will leave the Direct Ship box checked and continue.

<No script> Click the **Send EBT Data** button.

Direct Shipped

Since we always Direct Ship in stock, there is only one (1) thing we need to do on this screen. Go ahead.

<no script – failure hint> Click the **In Stock** radio button.

<no script – failure hint> Click **Finish**.

<no script – failure hint> Click **OK** or press the Enter key on the keyboard.

Ben Hx-after

So let's take a look at our issuance.

<Pause for animation>

For July the original issuance of Nutramigen formula was voided and in its place Neocate Infant was issued.

End

Thank you for reviewing this MOWINS on-demand training module presented by the Missouri Department of Health and Senior Services, Bureau of WIC and Nutrition Services.